

## Antenna

To get onto the NJUNS site, fill out a new user form  
on the home page



## Welcome to NJUNS

Log-on code

Password

Remember Me

[Forgot Password](#)



Tickets Poles/Assets Steps Projects Members Run Report

^ Quick Create



Click on "New Ticket"

New Ticket

### Search Folders

Q Ticket/Pole Number Search

^ NTG TIC

Ticket Id	
	PT3782

Create New Ticket ×

Set Ticket Type \*  
Attachment Request (PA)      Select PA from the drop down      ▼

State \*  
Virginia      Select the State      ▼

County \*  
Virginia Beach      Select County/ City of      ▼

Place  
Virginia Beach      Select the place by postal zip      ▼

Created By \*  
VAPWRE      This will be your member code      ▼

Set Pole Owner \*  
DOMCJU      This will be the pole owner member code      ... 🔍

Apply Ticket Template \*  
PA:DomVirPower      This will default once the State and Pole  
Owner member code is selected      ▼

Create New Ticket      Click Create New Ticket



New Ticket\* x

Save and close Save Cancel History Reports Actions Ticket Map Add Poles

Ticket - New Ticket - Attachment Request (PA) - PA:DomVirPower

Ticket #	Creator VAPWRE	NTG Member VAPWRE	Priority <b>A</b>
Status Draft	Owner DOMCJU	Start Date	Pole/Asset #

Details Poles/Assets Associations Parties

^ Details

Work Requested Date

State Virginia

County Virginia Beach

Place

Contact Name

Contact Phone

Contact Email

Reference Id

Misc Id

# of Poles/Assets

Remarks **E** [Full Screen](#)

^ Dynamic Attributes

Attachment Type \* **B**

Attacher Permit Number **C**

SIMPLE/OTMR PT ticket(s) \* **D**

COMPLEX PT ticket(s) \*

ACCOM Project Number

WBS Element

Owner Permit Number

Date Permit Number Created

Owner Permit Remarks

PO Make Ready Needed

Make Ready Project Number

Make Ready Project Created

PO Make Ready Complete

Make Ready Design Complete

^ Workflow

Title	Description
Assigned Party	
Assigned Date	
Due Date	

Diagram Complete

## Instructions for Letters A – E on Slide 4

A is the priority code for the job. This number is set between 1-9 with 1 being the most urgent to 9 being the least urgent.

B is the attachment type. Click on the drop down arrow and pick from the list the kind of attachment you plan to install.

C is your permit reference number.

D for OTMR (one touch make ready), choose simple or complex based on the FCC explanation. These lines should have your PT NJUNS Ticket number(s) of the location(s) where OTMR will be performed.

E is the Remarks field for general instructions that you need for us to know about. Also, put the full postal address (with zip code) of the site location in this field.

New Ticket\* x

Save and close Save Cancel History Reports Actions Ticket Map Add Poles

Ticket - New Ticket - Attachment Request (PA) - PA:DomVirPower

Ticket #	Creator VAPWRE	NTG Member VAPWRE	Priority 4
Status Draft	Owner DOMCJU	Start Date	Pole/Asset #

Details Poles/Assets Associations Parties

Details

Work Requested Date	__-__-__
State	Virginia
County	Virginia Beach
Place	Virginia Beach
Contact Name	
Contact Phone	
Contact Email	
Reference Id	
Misc Id	
# of Poles/Assets	

Remarks [Full Screen](#)

Attach antenna to the top of Dominion owned pole QA23. Find documentation attached to the NJUNS Wall as per the instruction one Dominion Energy website.

Dynamic Attributes

Attachment Name *	Antenna
Attacher Permit Number	09234-1994
SIMPLE/OTMR PT ticket(s)	
COMPLEX PT ticket(s) *	
ACCOM Project Number	
WBS Element	
Owner Permit Number	
Date Permit Number Created	__-__-__
Owner Permit Remarks	
PO Make Ready Needed	<input type="checkbox"/>
Make Ready Project Number	
Make Ready Project Created	__-__-__
PO Make Ready Complete	__-__-__
Make Ready Design Complete	__-__-__

Once you have A through E filled out, Click on Save The NJUNS system will assign a ticket number

Workflow

Title		Description
Assigned Party		
Assigned Date	__-__-__	
Due Date	__-__-__	

Diagram Complete

Ticket: Ticket/Pole Numbe... x PA3781507 x

Save and close Save Cancel Open Ticket Cancel Ticket History Reports Actions Ticket Map Add Poles

Ticket - PA3781507 - Attachment Request (PA) - PA:DomVirPower

Ticket Id PA3781507 Creator VAPWRE NTG Member VAPWRE Priority 3  
Status Draft Owner VPNOR Start Date Pole/Asset #

After you have saved, click on the Poles/Assets Tab

Details Poles/Assets

Assets

Create Edit Delete Excel Accept Reject Reset Actions 0 rows

#	Pole/Asset #	Street1	Latitude	Longitude	House number	Cross street	Alt asset id
---	--------------	---------	----------	-----------	--------------	--------------	--------------

Click Create to start the Poles/Assets information

Pole/Asset\*



Create

Cancel

History

After filling out A - M, Click Create to Save

A

Description

Header

Sequence	1
Latitude	B
Longitude	C
House number	D
Street1	E
Cross street	F
Pre existing	<input type="checkbox"/>
Private property	<input type="checkbox"/> G
Installation date	____
Status	Awaiting Approval
Type	H
Directions	
Reference id	
Alt asset id	
Reference point	
Response date	____
Remarks	I

Dynamic Attributes

Attachment Height *	J
Is Anchor Attached *	<input type="checkbox"/> K
Pole Class	L
Pole Height	M
Pole Owner Cost	

## Instruction for Letters A – M on Slide 9

A will be the Pole Number

B will be the Latitude location (coordinates need to be in decimal degree format)of the pole in the field

C will be the Longitude location (coordinates need to be in decimal degree format)of the pole in the field

D is the closest house number on the street

E is the street name that the pole is located on

F is the closest cross street

G check the box if the pole is located on private property

H click the drop down arrow and choose the appropriate category

I is the area for your remarks on what we need to know. Please indicate here whether the Dominion pole is Distribution or Streetlight pole

J is the proposed attachment height

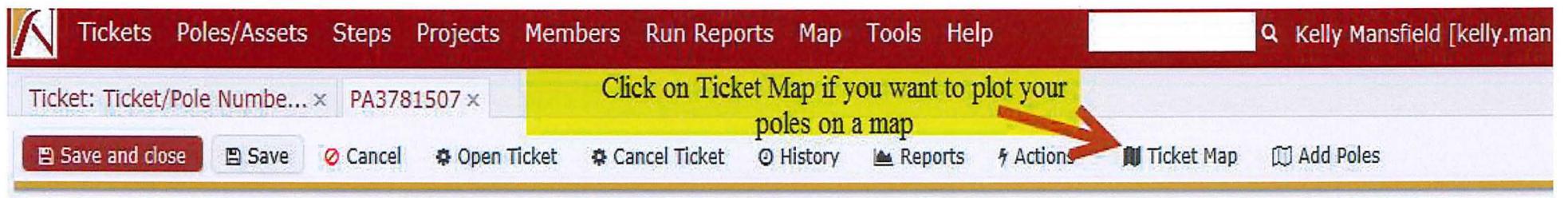
K if an anchor is required, please check this box

L from the birth mark on the pole, get the pole class

M from the birth mark on the pole, get the pole height It will usually look like 40 4 meaning a 40' pole and a class 4 pole

Click on Create to save the information

A second way to create Poles/Assets is through the Ticket Map



View Poles

Search for a place

Satellite

Whitehurst Landing Rd

Kempsvill

Kempsville Rd

190

190

Kempsville Rd

Click on the Satellite button then click on "New Pole" at the bottom. Click on the map where the pole currently is that will have the antenna. The pole information tab will come up

Google

Pan Point Line **New pole** Clear Drawings

Map data ©2019 Google 10 m Terms of Use

Apply Changes Cancel

Pole/Asset\*

+ x

Create

Cancel

History

After highlighted areas are filled out, click on create to save the pole information

Pole/Asset

Pole Number \* Description

Header

Sequence 1  
Latitude 36.826337  
Longitude -76.243644  
House number  
Street1  
Cross street  
Pre existing   
Private property   
Installation date \_-\_-  
Status Awaiting Approval  
Type  
Directions  
Reference id  
Alt asset id  
Reference point  
Response date \_-\_-

Dynamic Attributes

Attachment Height \*  
Is Anchor Attached \*   
Pole Class  
Pole Height  
Pole Owner Cost

Fill out the blank areas highlighted in yellow

- Click on the map at the location for each pole that an attachment is required and fill out the information for slide 13.
- Once all the poles have been chosen, click on “Apply Changes” at the bottom right corner of the map screen.
- Click on Save at the top

Ticket: Folder PT#/pole s... x PA3781507 x

Save and close Save Cancel History Reports Actions Ticket Map Add Poles

Upload additional information to Wall

Reference Id

Misc Id

# of Poles/Assets 0

Remarks [Full Screen](#)

PO Make Ready needed

Make Ready Project Number

Make Ready Project Created

PO Make Ready Complete

Make Ready Design Complete

Make Ready Payment Received

Enter Granted Date

Construction drawings with readable street names and cross streets

Dominion owned pole highlighted

Antenna Equipment Specifications

3rd Party RF Study & "Utility Workers Safety Letter" with PE stamp and signature

City/County approval documentation or property owner granted easement

Property Survey

Load letter

Pictures of each pole and pole ID Tags

Pole Measurement record

(Scroll to bottom or right side of ticket, depending on web-page setup)

Click on the first Icon , then Upload

**Required file attachments for Antenna Projects**

**Workflow**

Title

Assigned Party

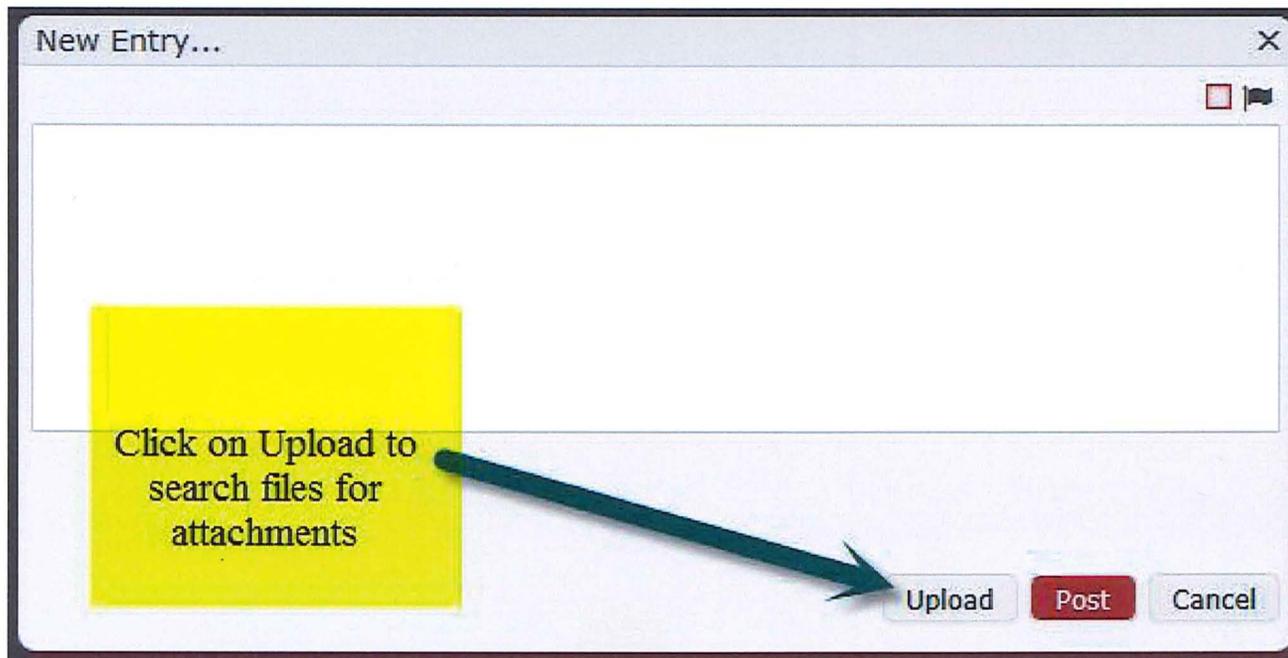
Assigned Date

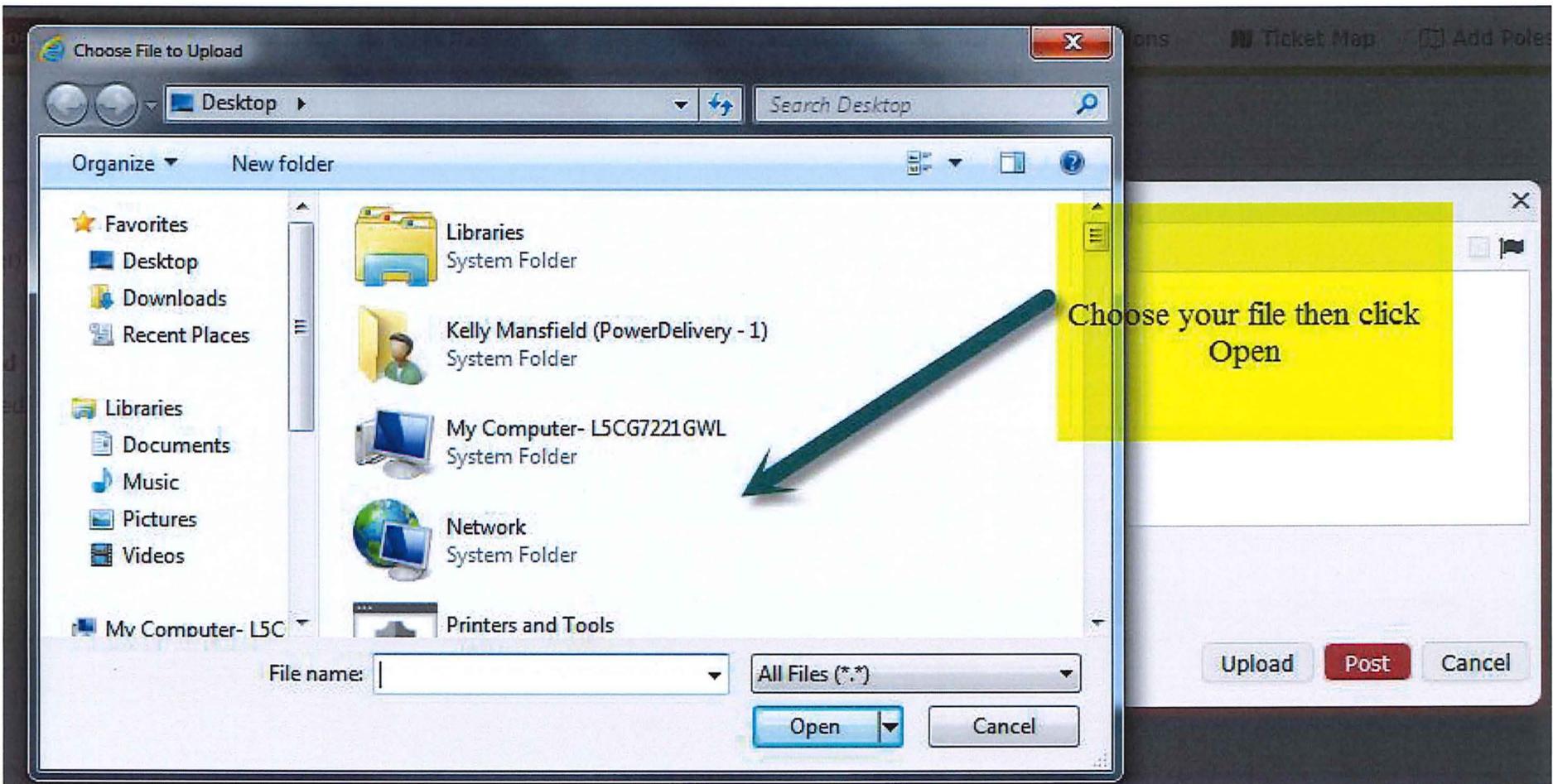
Due Date

Description

Wall Documentation

Diagram Complete





New Entry... ✕



Type comments in this white  
area  
then click Post



 10262433.pdf ✕



Tickets Poles/Assets Steps Projects Members Run Reports Map Tools Help

Search icon Kelly Mansfield [kel]

Ticket: Ticket/Pole Numbe... x PA3781507 x

Click on Open Ticket

Save and close

Save

Cancel

Open Ticket

Cancel Ticket

History

Reports

Actions

Ticket Map

Add Poles

Ticket - PA3781507 - Attachment Request (PA) - PA:DomVirPower

Change Status X

Current status  
Draft

New status  
Open v

Comments

Move the ticket from draft  
to open by clicking  
Ok

OK Cancel



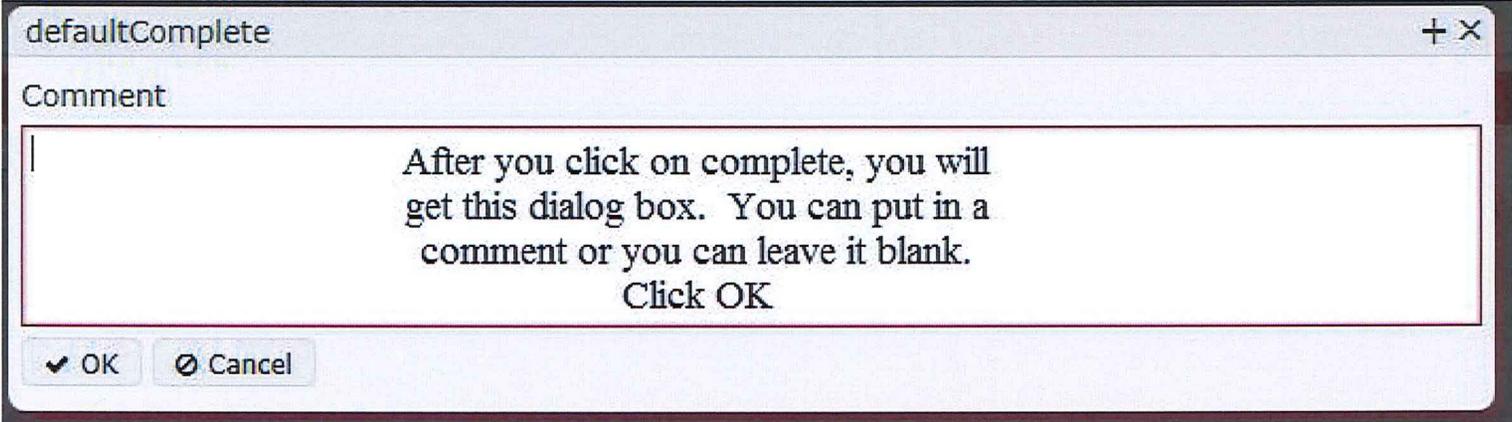
Workflow

Title **PENDING (CUST) PA REQUEST SUBMISSION**  
Assigned Party Owner  
Assigned Date 07-03-2019  
Due Date - - -

Description

In the workflow area at the bottom of the NJUNS ticket, You will need to progress the NJUNS ticket from Pending (CUST) PA Request to Pending Survey by clicking on the Complete button and then click on OK when the dialog box appears, see next slide.

Diagram Complete



defaultComplete



Comment

After you click on complete, you will get this dialog box. You can put in a comment or you can leave it blank. Click OK

✓ OK    ⓧ Cancel

Your pole attachment ticket has been submitted for review.  
Thank you

[Redacted]

May 8, 2019

[Redacted]  
RF Manager

[Redacted]

Reference: [Redacted] Radio Frequency (RF) Exposure Assessment Dated January 8, 2019

Dear [Redacted]

A question was raised on how close workers could be to the proposed antenna(s) at this site and remain below the FCC exposure limits.

[Redacted]'s analysis includes the composite predicted RF exposure levels from all antennas identified in the analysis. From [Redacted] analysis, workers will not be exposed to levels that exceed the FCC's General Public exposure limits if they are at least [Redacted] below the bottom of the antenna or at least [Redacted] horizontally away from the antenna. The attached modeling shows the areas with the potential to exceed the exposure limits (Blue/Yellow). Workers can be in areas indicated as Green or Grey indefinitely without exceeding limits.

This is a conservative assessment, as the prediction is based on the equipment operating at full power, which is very unlikely. The levels indicated are modeled as individual points on the structure and the FCC limits are based on exposure spatially averaged over the height of a person. In most cases, even if a person has a fraction of their body in a space where the FCC limits may be exceeded, it is likely that over the entirety of their body they will still be below the limits because of averaging.

If you have further questions regarding this project, please do not hesitate to contact [Redacted] Customer Support Department at [Redacted].

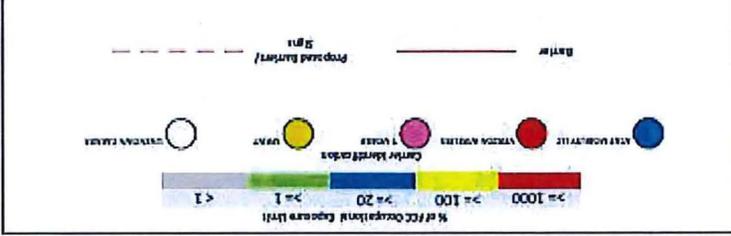
Sincerely,

[Redacted] P.E.  
Compliance Engineer

[Redacted]

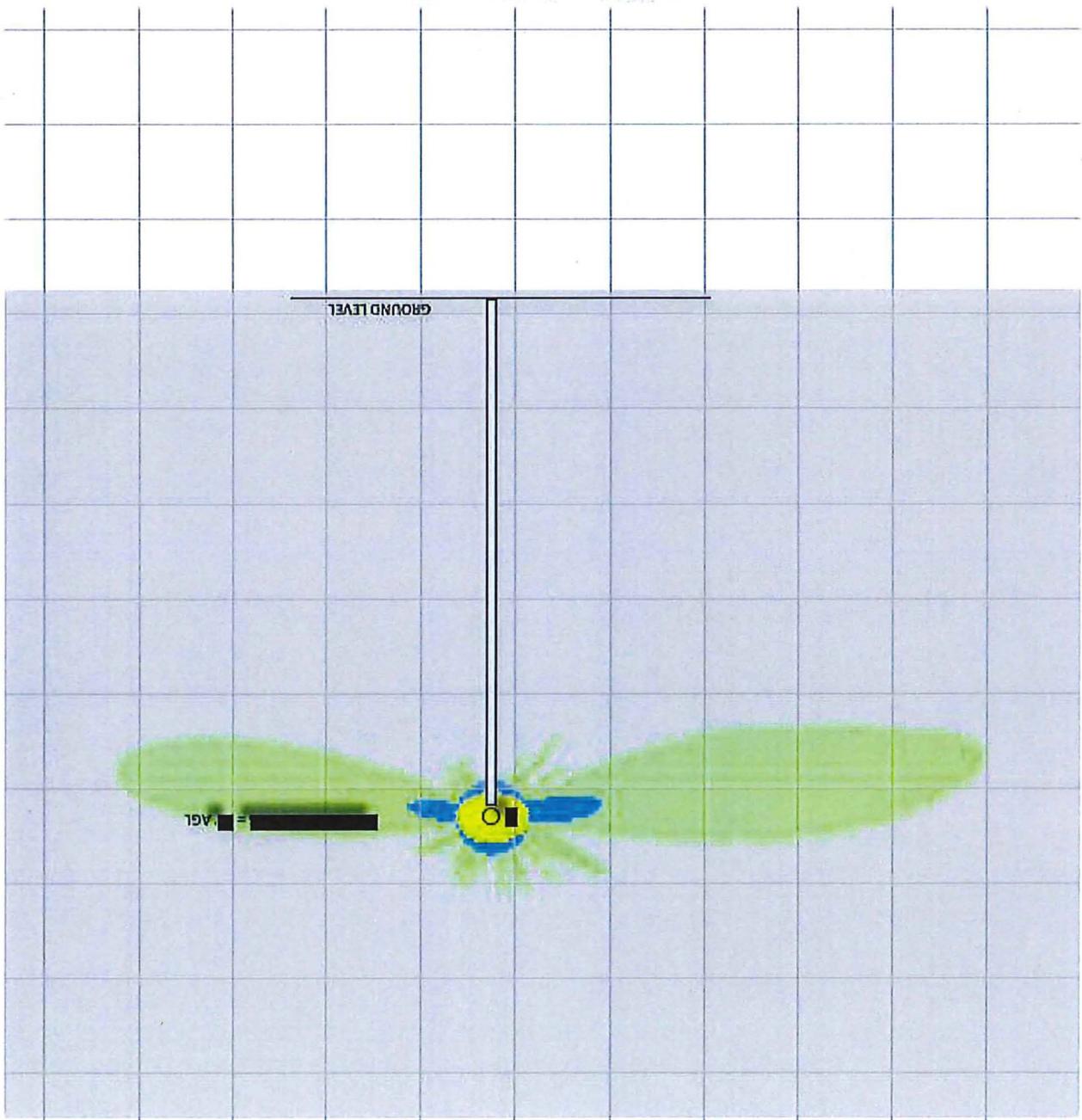
[Redacted]  
**Registered Professional Engineer (Electrical)**  
[Redacted]

Signed 08 May 2019



(Foot)

% of FCC Occupational Exposure Limit

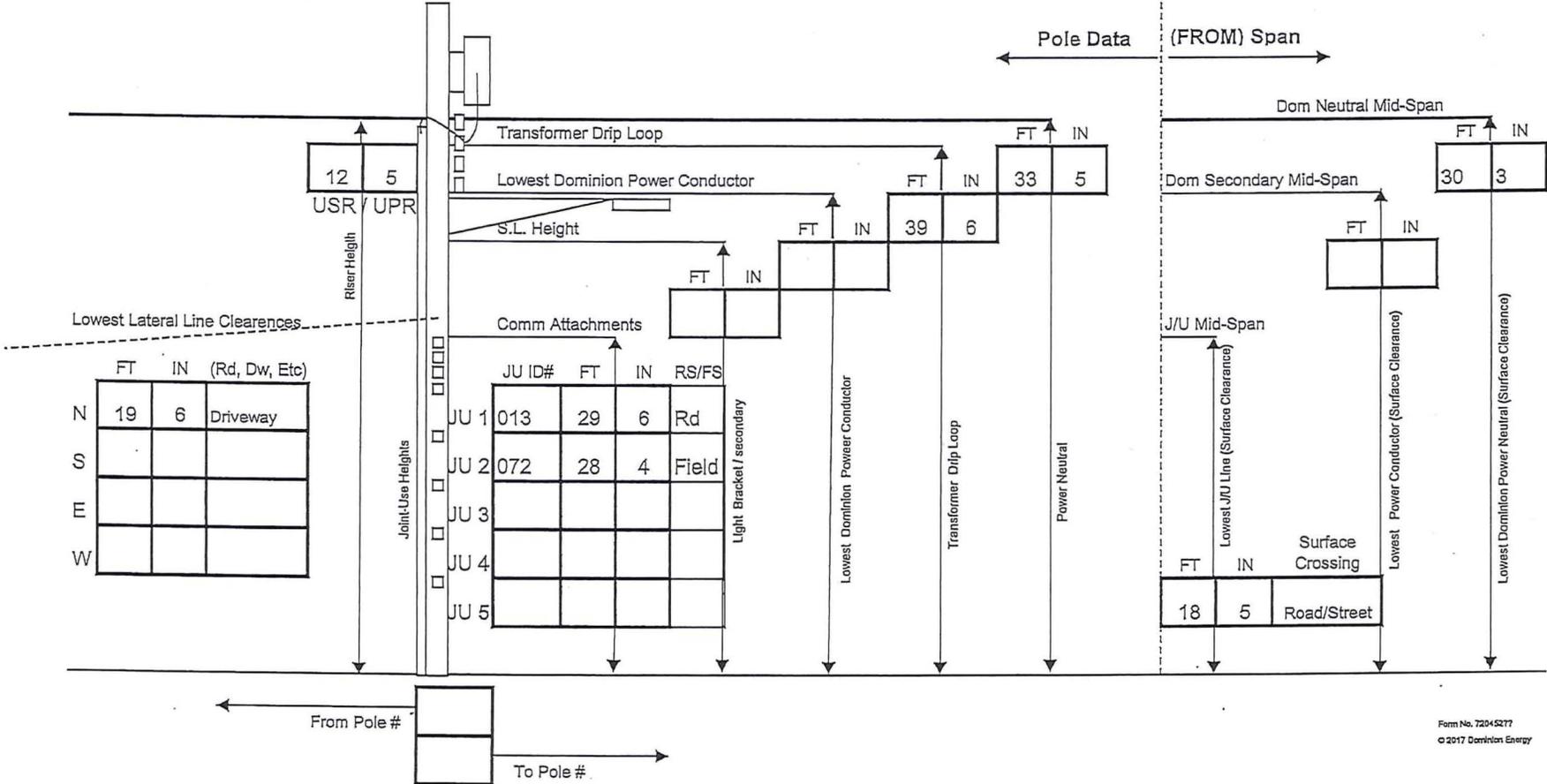




Pole Measurement Record

Clearance issues:

Dominion Power Permit Number FAX8881701		Customer Name / Project Name Bob's Internet		Strand Map/Page Number pg1	
Dominion Grid & Pole Number C0192-TJ55	Height & Class (no brand 'E') 40-4E	Nearest Property Address (#, street, state, & Zip) 3023 Centreville Rd, Herndon, VA 20171		GPS Coordinates (Decimal Degrees) Latitude: Longitude:	
# of Existing Risers 0	New Comm Riser (Y/N)? <input type="checkbox"/> Yes <input type="checkbox"/> NO	Power Guying on Pole (Y/N)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> NO	Dom Guy Lead FT	J/U Guying Required? <input type="checkbox"/> Yes <input type="checkbox"/> NO	Ambient Temperature 95F
Additional Notes: <i>Example Staking sheet information.....</i>				Critical Line Crossings	
				<input type="checkbox"/> Limited Access Rd <input type="checkbox"/> Water <input checked="" type="checkbox"/> Road/Street <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Driveway <input type="checkbox"/> Railroad <input type="checkbox"/> Sidewalk	
				Digital Photos (Field, Road, Span) GPIC102,103,104	





Pole Measurement Record

Clearance issues:

Dominion Power Permit Number		Customer Name / Project Name		Strand Map/Page Number	
Dominion Grid & Pole Number	Height & Class (no brand 'E')	Nearest Property Address ( #,street, state, & Zip)		GPS Coordinates (Decimal Degrees)	
# of Existing Risers	New Comm Riser (Y/N)? <input type="checkbox"/> Yes <input type="checkbox"/> NO	Power Guying on Pole (Y/N)? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> NO	Dom Guy Lead FT	J/U Guying Required? <input type="checkbox"/> Yes <input type="checkbox"/> NO	Ambient Temperature
Additional Notes:				Critical Line Crossings	
				<input type="checkbox"/> Limited Access Rd <input checked="" type="checkbox"/> Road/Street <input type="checkbox"/> Driveway <input type="checkbox"/> Sidewalk	
				Digital Photos (Field, Road, Span)	

